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THIS DOES NOT
CIRCULATE

AGREEMENT
THE MANASQUAN BOARD OF EDUCATION
AND
THE MANASQUAN TEACHER AIDES
1977-78 and 1978-79.

ARTICLE I

RECOGNITION

The Manasquan Board of Education recognizes the Manasquan Teacher-Aides Association as the exclusive representative for the purpose of collective negotiations for unit identification. The Teacher-Aides Association shall be composed of all Teacher's Aides but not substitutes.

ARTICLE II

LEAVE OF ABSENCE POLICY

SICK LEAVE

Each employee shall be entitled to ten (10) sick days per year. Unused sick leave may be accumulated with no limit. It shall be the obligation of the employee to certify that the absence resulted from personal illness, and any employee absent over three consecutive days may be required to file a doctor's certificate for illness.

LEAVE DUE TO DEATH IN IMMEDIATE FAMILY

An employee may be absent from school duties without loss of pay for a period of not to exceed more than five (5) days for death in the immediate family.

Note: Definition of immediate family shall be construed to mean employee's spouse, father, mother, child, sister, brother, grandparents, father-in-law, mother-in-law, daughter-in-law, son-in-law, and any member of the immediate family.

DEATH OF RELATIVE, OR CLOSE FRIEND

An employee may be absent from school duties without loss of pay for a period of one (1) day for the death of a relative or close friend outside employee's immediate family, as defined above.

Note: Definition of relative shall be construed to mean; uncle, aunt, niece, nephew, brother-in-law, sister-in-law, and includes housekeeper for immediate family, if not a relative.

PERSONAL LEAVE FOR LEGITIMATE PERSONAL BUSINESS

An employee may be permitted a maximum of five (5) days absence (without salary deduction) for legitimate personal reasons: such as (a) attendance in court, (b) religious holiday, (c) personal business which must be taken care of during school hours, at the discretion of the superintendent.

Any employee desiring to avail himself or an absence for legitimate personal business shall make application in writing to the superintendent of schools, at least two days before taking such leave, (except in the case of emergency) and give the reason why the request is made.

None of the five (5) days can be utilized before or after a scheduled holiday as defined by the school calendar; except that exceptions for emergencies may be sought through the superintendent of schools.

ARTICLE III

INSURANCE PROTECTION

The Board will pay for hospitalization insurance, medical-surgical insurance and major medical health insurance for the employee, plus premium for family coverage of hospitalization and medical-surgical insurance as it appears in DOCUMENT "A" attached.

ARTICLE IV

SALARY GUIDE

1977-1978	No training or experience	\$2.80 per hour
	1st year	\$2.90 per hour
	2nd year	\$3.00 per hour
	3rd year	\$3.15 per hour
1978-1979	No training or experience	\$2.95 per hour
	1st year	\$3.05 per hour
	2nd year	\$3.15 per hour
	3rd year	\$3.30 per hour

ARTICLE V

JUST CAUSE

Employees shall not be reduced in rank or job classification without just cause.

ARTICLE VI

DURATION OF AGREEMENT

This agreement shall be in effect from July 1st, 1977 until June 30th, 1979. This Agreement shall not be extended unless mutually agreed to in writing.

DOCUMENT "A"

INSURANCE PROTECTION

The Board during the term of the written agreement shall pay the full premium costs for the 750 health care and insurance protection through Blue Shield-Blue Cross and the full premium costs for each employee's dependents including hospitalization.

1. For each employee who remains in the employ of the Board for the full school year, the Board shall make payment of insurance premiums to provide insurance coverage for the full twelve (12) month period commencing October 1st and ending September 30th; when necessary, premiums in behalf of the employee shall be made prospectively to assure uninterrupted participation and coverage.

2. Provisions of the health care insurance program shall be detailed in master policies and contracts agreed upon by the Board and the Association and shall include:

- A. Hospital room and board and miscellaneous costs,
- B. Out-Patient benefits,
- C. Laboratory fees, diagnostic expenses, and therapy treatments,
- D. Maternity Costs,
- E. Surgical Costs,
- F. Major Medical coverage,
- G. Prescription drug costs,
- H. Long-term disability benefits

The above listed benefits shall be in accordance with the provisions of the New Jersey Blue Cross-Blue Shield Comprehensive-Expanded and Extended Benefit Rider Plans and the Prudential Insurance Company Major Medical Expense Coverage.

The Board shall provide to each employee a description of the health-care insurance coverage provided under this ARTICLE, which shall include a clear description of conditions and limits of coverage as listed above.